

Encoding Guidelines

XML Declaration, DOCTYPE Declaration, and Declaration Subset

Template for the XML Declaration, DOCTYPE Declaration, and Declaration Subset:

```
<?xml version="1.0" encoding="UTF-8" standalone="no"?>
<?xml-stylesheet type="text/xsl"
href="styles/[nameofstylesheet].xsl"?>
<!DOCTYPE ead PUBLIC "+//ISBN 1-931666-00-8//DTD ead.dtd
(Encoded Archival Description (EAD) Version 2002)//EN"
"./dtds/ead.dtd" [

<!ENTITY [imagename] PUBLIC "-//[NAME OF OWNER]::[SUBORDINATE
NAMED DIVISION OF OWNER]//NONSGML ([brief image
description])//EN" "./seals/[imagename].gif" NDATA gif>
<!ENTITY [entityname] PUBLIC "-//[NAME OF OWNER]::[SUBORDINATE
NAMED DIVISION OF OWNER]//TEXT ([brief entity description])//EN"
"./addresses/[entityname].xml">
...other entities...
]>
```

(Note that lines breaks enforced by word processing programs should not be reflected in the XML document. Therefore do not use hard returns to reflect the structure demonstrated above, but continue declarations in one continual line. For more information about entities references and declarations, see Appendix A.)

Discussion

- The XML Declaration describes the version of XML and the stylesheet used in rendering the document. The DOCTYPE Declaration identifies the XML document as conforming to the EAD DTD. The Declaration Subset is the information between the open and close brackets []. The Declaration Subset contains declarations of entities or elements that are made in addition to those found in the DTD. Because they are declared in the individual document instance, they may be referenced only in that instance, and likewise must be declared in each instance.
- The XML Declaration and the Document type Declaration should appear identical to what is shown above except the name and relative path of the files. Entities should reflect the form shown above, but each institution will create and maintain its own sets of entities. Entities are best used to display common information that is repeated across an institution's finding aids. This eliminates the need to retype this information, and if the information changes it only needs to be changed in one location. Make sure your entities contain valid EAD/XML code.